

**Monique Phillips - Thank you**

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**From:** Sonia Hassan <shassan@med.wayne.edu>  
**To:** Monique Phillips <phillipsmo@detroitmi.gov>  
**Date:** 6/21/2018 3:32 PM  
**Subject:** Thank you

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Monique,

I wanted to drop you a line and Thank you so much for all your efforts with us. You bring great knowledge and energy to the table for this process. It is greatly appreciated.

Sonia

## **Marisa Rodriguez**

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**From:** Marisa Rodriguez  
**Sent:** Friday, July 27, 2018 2:14 PM  
**To:** 'Monique Phillips'; Janine Bieda; Sonia Hassan; Susan Miller  
**Cc:** Claire Huttenlocher  
**Subject:** RE: Mayor LOS-MYD Carls Foundation  
**Attachments:** Mayor LOS-MYD Carls Foundation\_Final.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Monique,

Please find the attached slightly revised document for the Mayor's signature. Thank you!

Sincerely,

Marisa

**From:** Monique Phillips [mailto:[phillipsmo@detroitmi.gov](mailto:phillipsmo@detroitmi.gov)]  
**Sent:** Friday, July 27, 2018 11:03 AM  
**To:** Janine Bieda; Marisa Rodriguez; Sonia Hassan; Susan Miller  
**Cc:** Claire Huttenlocher  
**Subject:** Re: Mayor LOS-MYD Carls Foundation

Hi Everyone,

I hope you're well. I am looking to submit all letters of support for signature today, so if you could please let me know if this letter is good to go or make edit suggestions that would be wonderful! I will be on vacation next week when the proposal is due so I'm hoping to take care of this before I leave today.

Thanks everyone!

Best,

Monique

Monique Phillips, MPA  
Development Officer  
Office of Development and Grants  
City of Detroit  
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Detroit, Michigan 48226

Office: 313-224-2286

## **Marisa Rodriguez**

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**From:** Monique Phillips <phillipsmo@detroitmi.gov>  
**Sent:** Tuesday, June 26, 2018 4:10 PM  
**To:** Marisa Rodriguez; Sonia Hassan  
**Cc:** Claire Huttonlocher; Brandi Shelton; Janine Bieda; Susan Miller; Lucy Holland  
**Subject:** Re: Regular Meetings

**Follow Up Flag:** Follow up  
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Hi Marisa,

I hope you're well. I will re-share the MYD spreadsheet with you and the team momentarily.

Also, I thought this was a good time to make the formal introduction between MYD and our newest Development Officer, Claire Huttonlocher, as I will be transferring my duties with MYD to her. I have briefed her on my work with you thus far and she is eager to jump in and carry on where I left off. I'll still be around for questions in the interim until there is full adjustment.

I have been assigned oversight of large projects here in the Mayor's Office and so Claire has agreed to continue on the work for me.

**Brandi**, can you please work with Lucy to find a regular standing meeting with Claire and the MYD team? Thanks all, I wish you a wonderful evening!

Best,

Monique

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*Michael E. Duggan, Mayor*

>>> Marisa Rodriguez <mgaluppi@med.wayne.edu> 6/26/2018 10:24 AM >>>  
Hi again,